

# **AECS – ANUPURAM**

## **COMPLAINT LETTER**

### **WORKSHEET**

#### **MODULE 1 OF 2**

#### **Exercises:**

1. Write a letter to M/s Bright Future Book-sellers, Nai Sarak, Delhi, complaining against the delay of books you have already ordered. You may sign as Saurabh of 627 Mahatma Gandhi Road, Saharanpur.
2. The washing machine you bought has started giving trouble and it is making a loud noise. Write a letter to the dealer about the same and request him to replace the washing machine at the earliest. Invent details yourself.

Try to solve these questions regarding Complaint letters.